



Commodity Supplemental Food Program (CSFP)

Program Guidelines

Second Harvest Heartland offers the USDA Commodity Supplemental Nutrition Program, which provides free monthly supplemental USDA commodity food packages to income-eligible seniors 60 years and older who are providing their own meals. Qualified participants receive these monthly food packages at a designated distribution site in their local area.

CSFP food distribution sites:

- **Local Sites**—Site partner agencies and volunteers distribute monthly food packages at locations throughout the service area in both metropolitan and rural communities. At these sites, it is very important to pick-up the food packages every month at your appointed day and time.
- **Second Harvest Heartland—Brooklyn Park**—Some program participants pick-up their monthly food box at the Brooklyn Park site. The site hours of operation:

7101 Winnetka Ave N. Brooklyn Park, MN 55428

Mondays and Fridays: 9:00 AM—1:00 PM

Tuesdays, Wednesdays, and Thursdays 9:00 AM—4:00 PM

What if I cannot pick-up the food myself?

You can designate a proxy (a person authorized to act on your behalf) over the phone or with a signed note. Your proxy must bring their own photo ID and your program ID card which has their name listed as the proxy to pick-up your box for you.

What if I lose my program ID card?

Bring in your photo ID or Drivers License, and your card will be replaced. We are not required to distribute food without proper identification.

If I move, can I still be in the program?

Yes, call the number listed on the back of this sheet to discuss transferring to a site closer to your new address.

What if I miss my monthly pick-up?

Call our office to receive assistance – Metro—651-484-8241 or Toll-free—1-800-365-0270. If you miss 3 months in a row you will need to be reactivated.

What if I disagree with a registration certification decision?

You have the right to appeal any decision about your eligibility made by program staff. Tell program staff, call or write the program office within sixty days of the eligibility decision you wish to appeal and ask for a fair hearing. You may present your own argument or have another person with you. *Remember, the USDA adjusts income guidelines annually for inflation.*

ADDITIONAL COMMUNITY RESOURCE ASSISTANCE

United Way 211—1-800-543-7709

Social Security and SSI Assistance—1-800-772-1213

Medical Assistance (MA) - 1-855-366-7873

Supplemental Nutrition Assistance Program (SNAP)
651-209-7963 or 1-844-764-5513

Senior LinkAge Line—1-800-333-2433

Eligibility and Certification Requirements for CSFP

Who is eligible for the program?

1. Seniors 60 years or older
2. All participants need to be income eligible and live in Minnesota; US citizenship is not required (Remember, CSFP participation will not affect your eligibility for SNAP or other assistance programs.)

What is required for certification?

- Proof of address, such as recently postmarked mail with your name and current address
- Picture ID or Drivers license
- Accurate knowledge of your current gross monthly household income

How long is the certification period?

Certifications are reviewed every 3 years however if you have a change in benefits and/or address please let program staff know within 10 days. You will get a new program card after each certification.

Monthly food boxes of approximately 30 - 35 pounds are intended as a supplement to your general diet

Each monthly box will include:

		Seniors (60 years and over)
Box Group		G Box
Canned Meat, Poultry and Fish	34—49 oz. total	2 or 3 cans
Canned Vegetables, Soup, Dehydrated Potatoes	10.5 or 15.5 oz. each and/or 1 lb. unit	8 cans or 6 cans and 1-unit
Canned Fruit & Juices	15 oz. each (canned fruit) 64 oz. each (juice)	2 cans and 2 units
Cereal	12—18 oz each or 2 lbs. unit	2 boxes
Cheese (American, Reduced-Fat)	2 lbs. each	1 box
Pasta and Rice	2 lbs. total	2 packages
Milk (UHT, Non-Fat Dry)	45—64 oz. total	2 cartons
Plant-Based Protein	1 lb. bag or 16 oz. jar or 15.5 oz each	3 units

Weights are approximate; box amounts change monthly due to food variety and availability. Selling or trading program food is against the law; violation of this can result in legal action or removal from the program.

Remember, good nutrition and good health go hand-in-hand!

- Eat a balanced diet of grains, vegetables, fruits, dairy products, meats and beans that is low in salt, sugar & fats.
- Participate in ongoing routine health care.
- Fully and regularly participate in the Commodity Supplemental Food Program. Pick-up your food box each month!
- The cheese and contents of the food box are intended to provide supplemental food; not to meet the participant's total dietary requirements each month.
- CSFP food is part of a general diet. If your health care provider has instructed you to follow a special diet, such as, low salt or diabetic, please consult that health care provider for diet restrictions and food choice guidance.

**For further information on the Commodity Supplemental Food Program
Call Second Harvest Heartland at 651-484-8241 or
Toll-free at 1-800-365-0270**

For all other FNS nutrition assistance programs, state or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:
In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.
To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; or email: Program.Intake@usda.gov

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